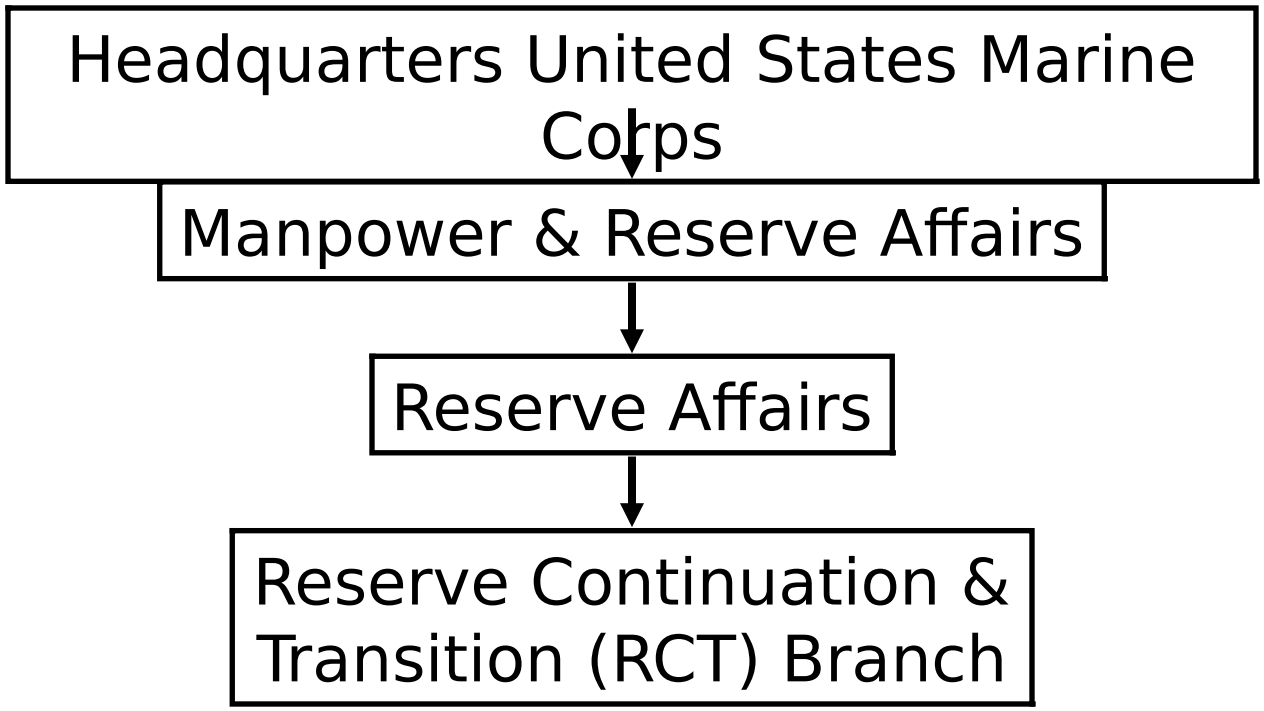
How to Screen Reserve Marines

Reserve Continuation and Transition Branch

Reserve Affairs Division
M&RA HQMC

Career Management Team

09/06/16

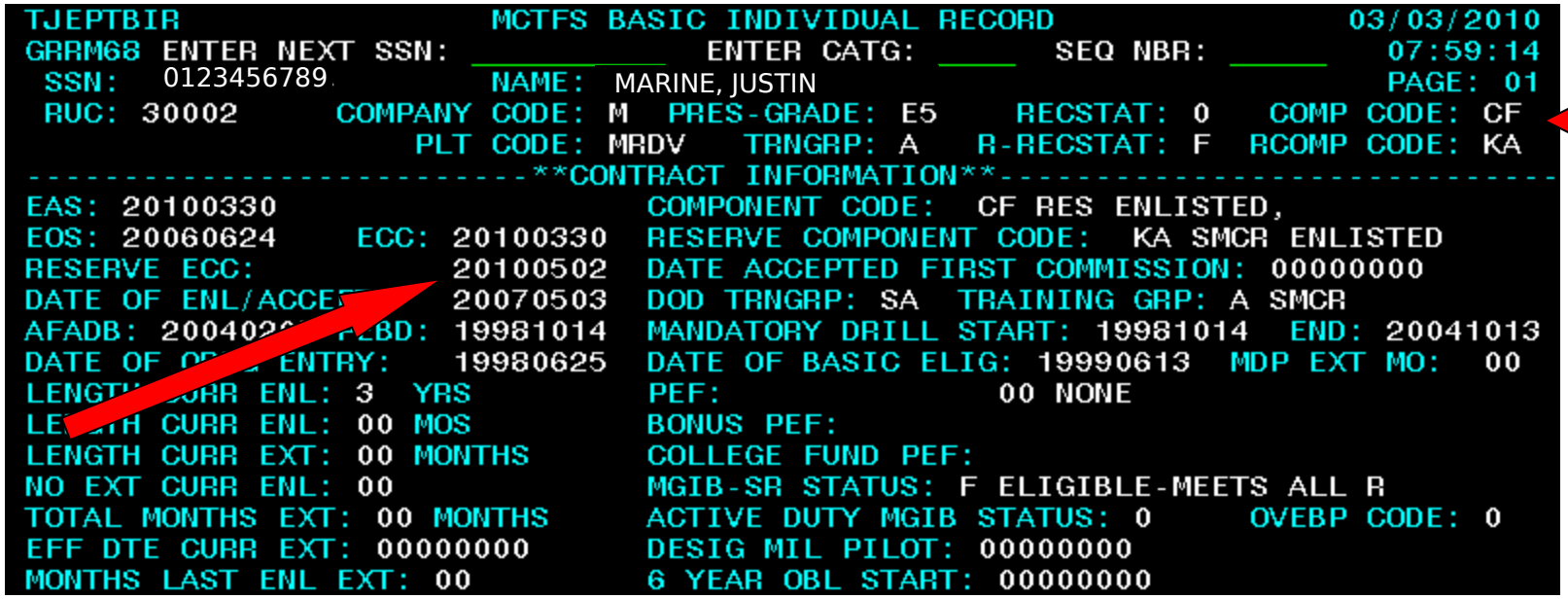

Headquarters United States Marine Corps
Manpower & Reserve Affairs
Reserve Affairs
Reserve Continuation & Transition (RCT) Branch

- Mission: Provide a centralized source of career information and assistance to Reserve Marines, to include reenlistment and extension/lateral move approval, career counseling, billet referral and reserve commission processing.

RESERVE SCREENING

- MCTFS Screening
  - BIR
  - BTR
  - D119
  - D187
  - RT07
- Fitness Reports
  - MMSB
  - D600

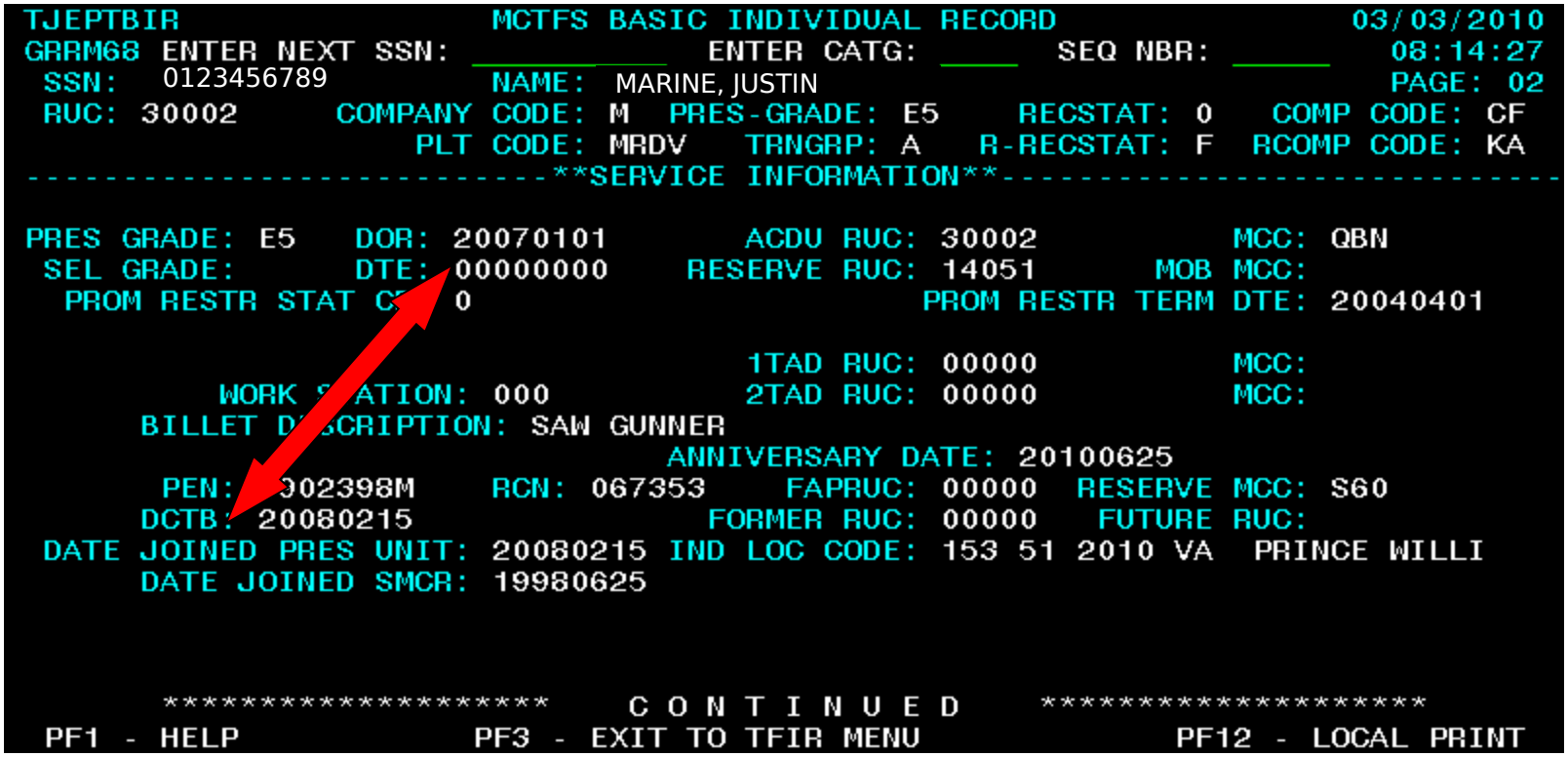
INDIVIDUAL RECORD


TJEPTBIR MCTFS BASIC INDIVIDUAL RECORD 03/03/2010
GRRM68 ENTER NEXT SSN: ENTER CATG: SEQ NBR: 07:59:14
SSN: 0123456789 NAME: MARINE, JUSTIN PAGE: 01
RUC: 30002 COMPANY CODE: M PRES-GRADE: E5 RECSTAT: 0 COMP CODE: CF
PLT CODE: MRDV TRNGRP: A R-RECSTAT: F RCOMP CODE: KA
CONTRACT INFORMATION
EAS: 20100330 COMPONENT CODE: CF RES ENLISTED,
EOS: 20060624 ECC: 20100330 RESERVE COMPONENT CODE: KA SMCR ENLISTED
RESERVE ECC: 20100502 DATE ACCEPTED FIRST COMMISSION: 00000000
DATE OF ENL/ACCES 20070503 DOD TRNGRP: SA TRAINING GRP: A SMCR
AFADB: 2004020 LBD: 19981014 MANDATORY DRILL START: 19981014 END: 20041013
DATE OF O ENTRY: 19980625 DATE OF BASIC ELIG: 19990613 MDP EXT MO: 00
LENGT URR ENL: 3 YRS PEF: 00 NONE
LE TH CURR ENL: 00 MOS BONUS PEF:
LENGTH CURR EXT: 00 MONTHS COLLEGE FUND PEF:
NO EXT CURR ENL: 00 MGIB-SR STATUS: F ELIGIBLE-MEETS ALL R
TOTAL MONTHS EXT: 00 MONTHS ACTIVE DUTY MGIB STATUS: 0 OVEBP CODE: 0
EFF DTE CURR EXT: 00000000 DESIG MIL PILOT: 00000000
MONTHS LAST ENL EXT: 00 6 YEAR OBL START: 00000000

To screen a Reserve Marine for retention:

- Check the “COMP CODE” and “RCOMP CODE”
  - Other than “COMP CODE: 11” Reserves on orders
  - If “RCOMP CODE:” Reserves
- Reserve ECC must be within 12 months and not expired

INDIVIDUAL RECORD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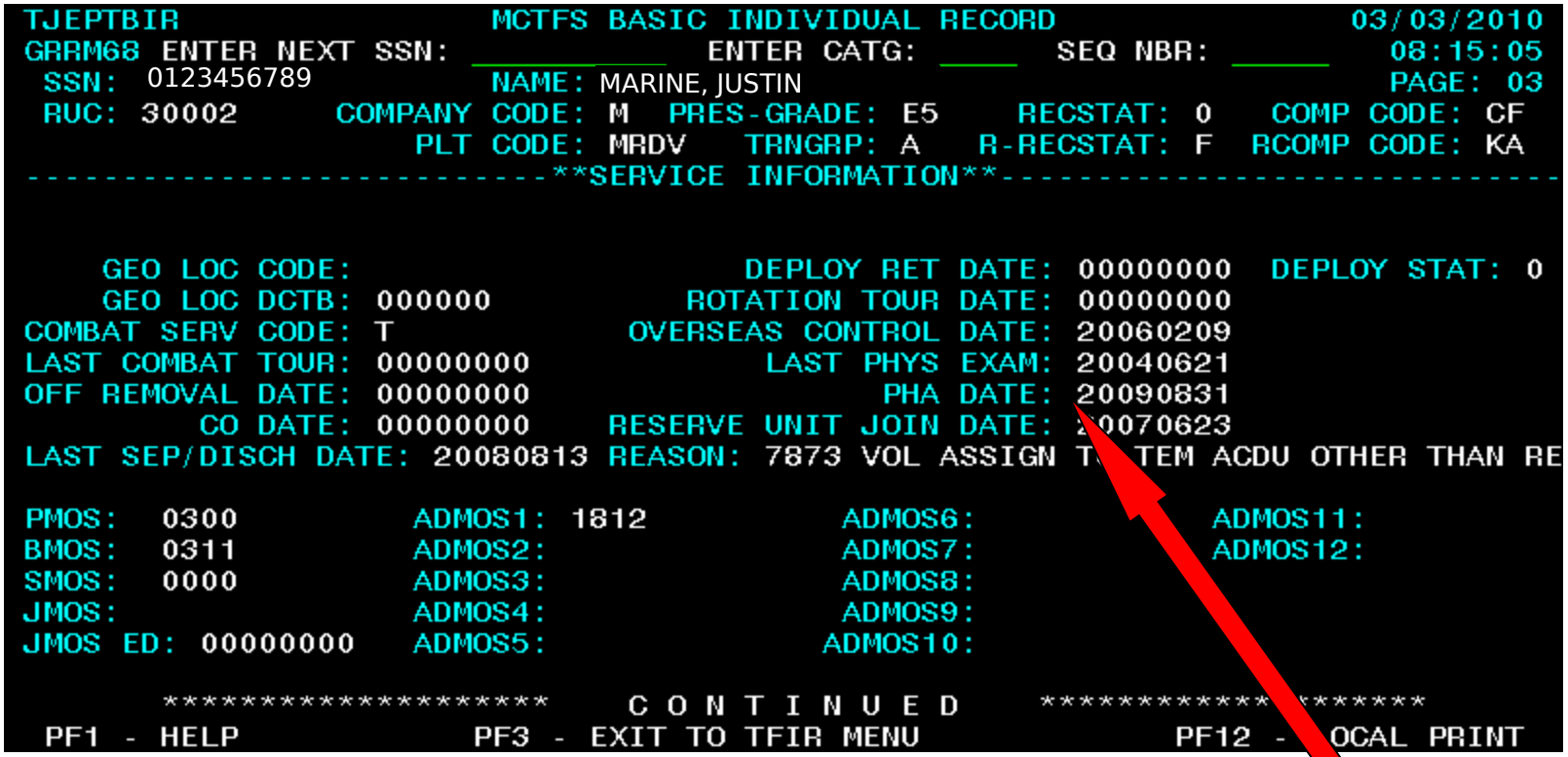
SSN: 0123456789 NAME: MARINE, JUSTIN PAGE: 02
RUC: 30002 COMPANY CODE: M PRES-GRADE: E5 RECSTAT: 0 COMP CODE: CF
PLT CODE: MRDV TRNGRP: A R-RECSTAT: F RCOMP CODE: KA
SERVICE INFORMATION
PRES GRADE: E5 DOR: 20070101 ACDU RUC: 30002 MCC: QBN
SEL GRADE: DTE: 00000000 RESERVE RUC: 14051 MOB MCC:
PROM RESTR STAT C 0 PROM RESTR TERM DTE: 20040401
1TAD RUC: 00000 MCC:
WORK ATION: 000 2TAD RUC: 00000 MCC:
BILLET D SCRIPTION: SAW GUNNER
ANNIVERSARY DATE: 20100625
PEN: 002398M RCN: 067353 FAPRUC: 00000 RESERVE MCC: S60
DCTB: 20080215 FORMER RUC: 00000 FUTURE RUC:
DATE JOINED PRES UNIT: 20080215 IND LOC CODE: 153 51 2010 VA PRINCE WILLI
DATE JOINED SMCR: 19980625
CONTINUED
PF1 - HELP PF3 - EXIT TO TFIR MENU PF12 - LOCAL PRINT

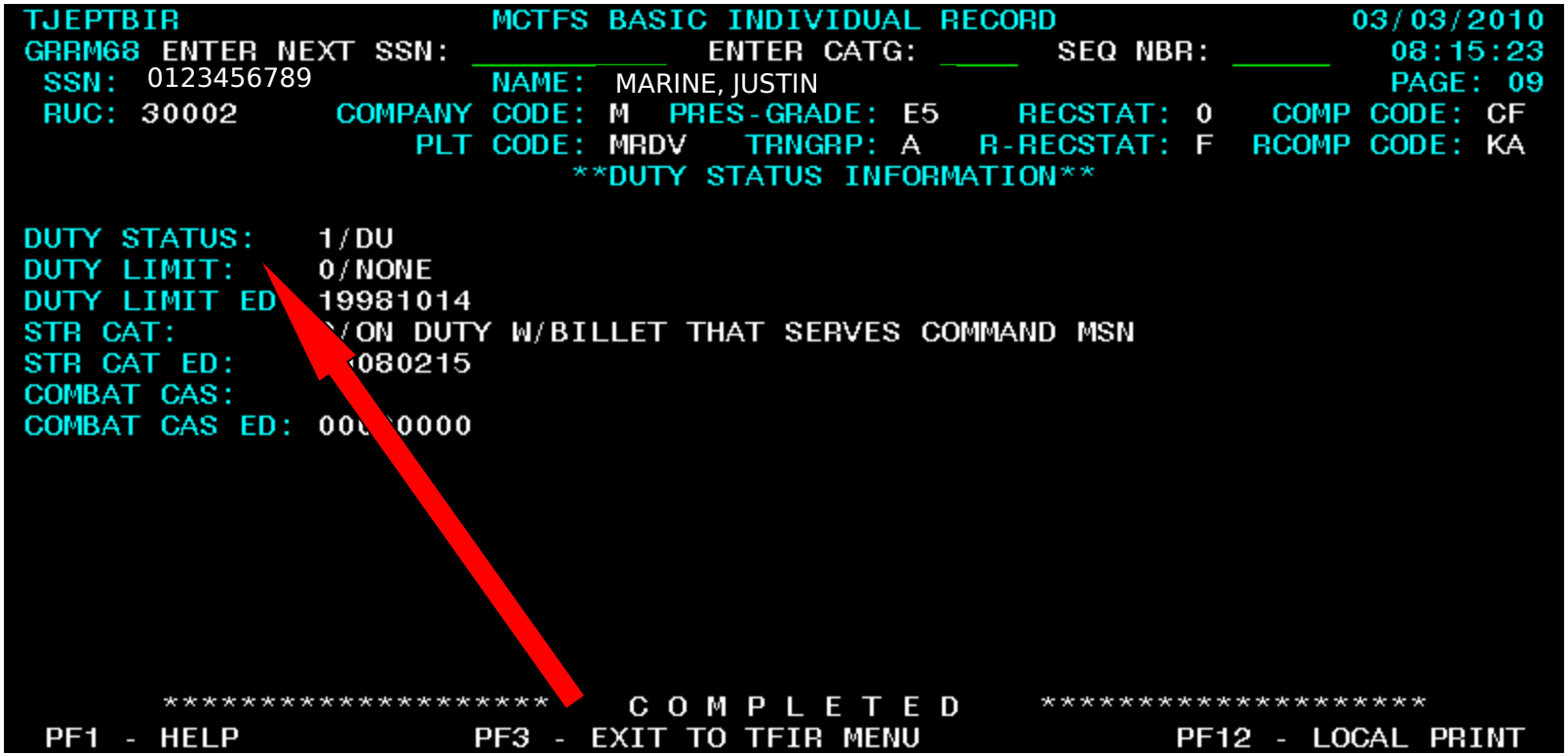
- Look at “DOR” and “DCTB” to determine Fitness Report requirement

INDIVIDUAL RECORD


TJEPTBIR MCTFS BASIC INDIVIDUAL RECORD 03/03/2010
GRRM68 ENTER NEXT SSN: ENTER CATG: SEQ NBR: 08:15:05
SSN: 0123456789 NAME: MARINE, JUSTIN PAGE: 03
RUC: 30002 COMPANY CODE: M PRES-GRADE: E5 RECSTAT: 0 COMP CODE: CF
PLT CODE: MRDV TRNGRP: A R-RECSTAT: F RCOMP CODE: KA
SERVICE INFORMATION
GEO LOC CODE: DEPLOY RET DATE: 00000000 DEPLOY STAT: 0
GEO LOC DCTB: 000000 ROTATION TOUR DATE: 00000000
COMBAT SERV CODE: T OVERSEAS CONTROL DATE: 20060209
LAST COMBAT TOUR: 00000000 LAST PHYS EXAM: 20040621
OFF REMOVAL DATE: 00000000 PHA DATE: 20090831
CO DATE: 00000000 RESERVE UNIT JOIN DATE: 20070623
LAST SEP/DISCH DATE: 20080813 REASON: 7873 VOL ASSIGN TO TEM ACDU OTHER THAN RE
PMOS: 0300 ADMOS1: 1812 ADMOS6: ADMOS11:
BMOS: 0311 ADMOS2: ADMOS7: ADMOS12:
SMOS: 0000 ADMOS3: ADMOS8:
JMOS: ADMOS4: ADMOS9:
JMOS ED: 00000000 ADMOS5: ADMOS10:
CONTINUED
PF1 - HELP PF3 - EXIT TO TFIR MENU PF12 - LOCAL PRINT

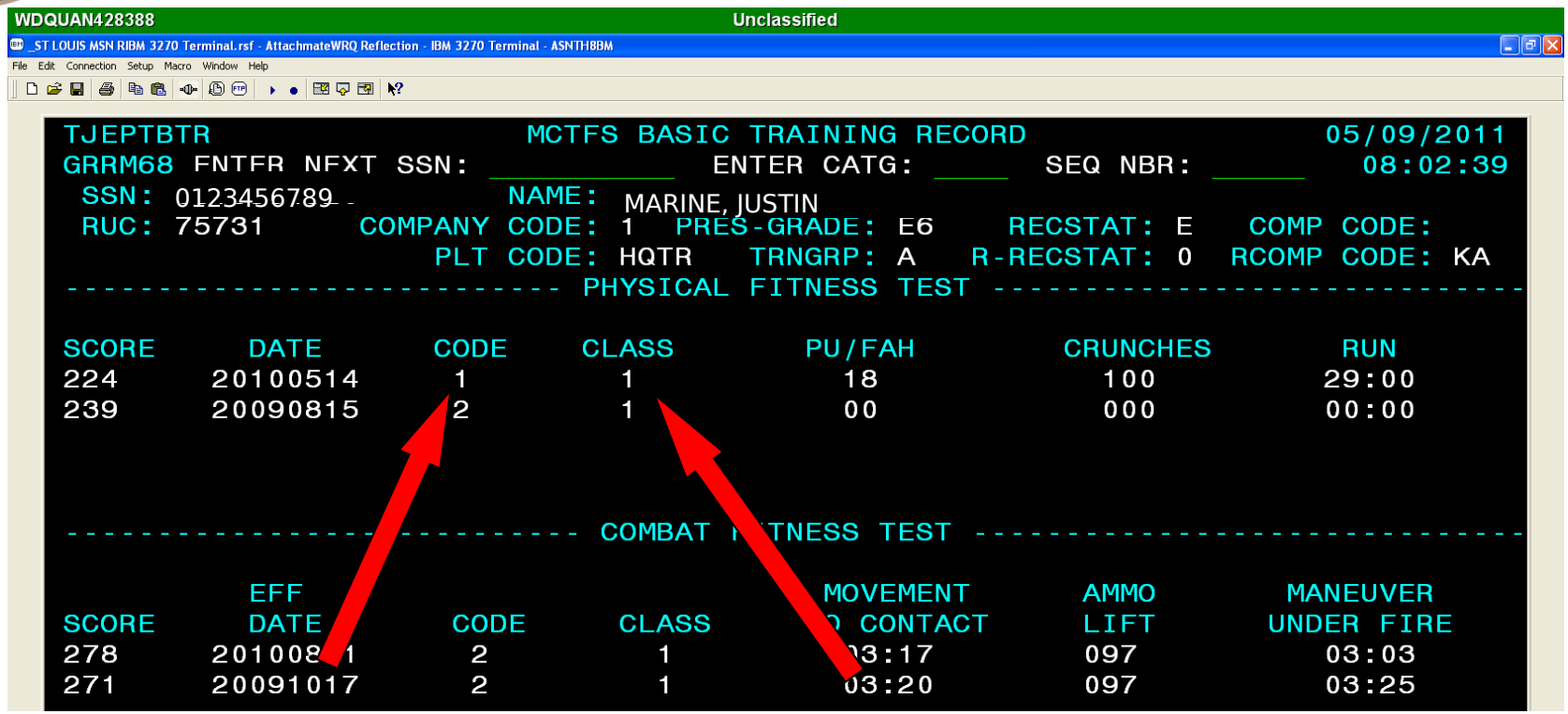
Reserves are required to have a current “PHA DATE:” within 24 months - TFRS message R0050

INDIVIDUAL RECORD


TJEPTBIR MCTFS BASIC INDIVIDUAL RECORD 03/03/2010
GRRM68 ENTER NEXT SSN: ENTER CATG: SEQ NBR: 08:15:23
SSN: 0123456789 NAME: MARINE, JUSTIN PAGE: 09
RUC: 30002 COMPANY CODE: M PRES-GRADE: E5 RECSTAT: 0 COMP CODE: CF
PLT CODE: MRDV TRNGRP: A R-RECSTAT: F RCOMP CODE: KA
DUTY STATUS INFORMATION
DUTY STATUS: 1/DU
DUTY LIMIT: 0/NONE
DUTY LIMIT ED 19981014
STR CAT: /ON DUTY W/BILLET THAT SERVES COMMAND MSN
STR CAT ED: 080215
COMBAT CAS:
COMBAT CAS ED: 0000
COMPLETED
PF1 - HELP PF3 - EXIT TO TFIR MENU PF12 - LOCAL PRINT

Ensure Marine is on a valid “DUTY STATUS:” “1/DU” and/or “DUTY LIMIT:” “0/NONE”

TRAINING RECORD


WDQUAN428388
Unclassified
_ST LOUIS MSN RIBM 3270 Terminal.rsf - AttachmateWRQ Reflection - IBM 3270 Terminal - ASNTHBBM
File Edit Connection Setup Macro Window Help
TJEPTBTR MCTFS BASIC TRAINING RECORD 05/09/2011
GRRM68 FNTFR NFXT SSN: ENTER CATG: SEQ NBR: 08:02:39
SSN: 0123456789 NAME: MARINE, JUSTIN
RUC: 75731 COMPANY CODE: 1 PRES-GRADE: E6 RECSTAT: E COMP CODE:
PLT CODE: HQTR TRNGRP: A R-RECSTAT: 0 RCOMP CODE: KA
PHYSICAL FITNESS TEST
SCORE DATE CODE CLASS PU/FAH CRUNCHES RUN
224 20100514 1 1 18 100 29:00
239 20090815 2 1 00 000 00:00
COMBAT FITNESS TEST
SCORE EFF DATE CODE CLASS MOVEMENT TO CONTACT AMMO LIFT MANEUVER UNDER FIRE
278 20100811 2 1 03:17 097 03:03
271 20091017 2 1 03:20 097 03:25

Must have a current PFT and CFT for required semiannual period. Physical fitness is by CY.

Class 9 is for deployment not just for mobilization.

If PFT/CFT was other than a passing for CY then must take or attach a valid PFT/CFT tally sheet

MARINE CONVICTIONS

```
TJRPTRMK                                                    03/03/2010
GRRM68                                                      08:16:36
                          MCTFS REMARK OPTIONS SUB MENU
CATG
CODE          DESCRIPTION
********************************************************************************
D###  - DISPLAYS A DETAIL  LISTING FOR A REMARK IN SEQUENCE NUMBER ORDER.
P###  - DISPLAYS A DETAIL  LISTING FOR A REMARK IN PROCESSING SEQUENCE ORDER.
S###  - DISPLAYS A SUMMARY LISTING FOR A REMARK IN SEQUENCE NUMBER ORDER.
T###  - DISPLAYS A SUMMARY LISTING FOR A REMARK IN PROCESSING SEQUENCE ORDER.
H###  - DISPLAYS A HEX     LISTING FOR A REMARK.
R###  - DISPLAYS A RESEARCH ADR LISTING FOR A REMARK IN SEQUENCE NUMBER ORDER.

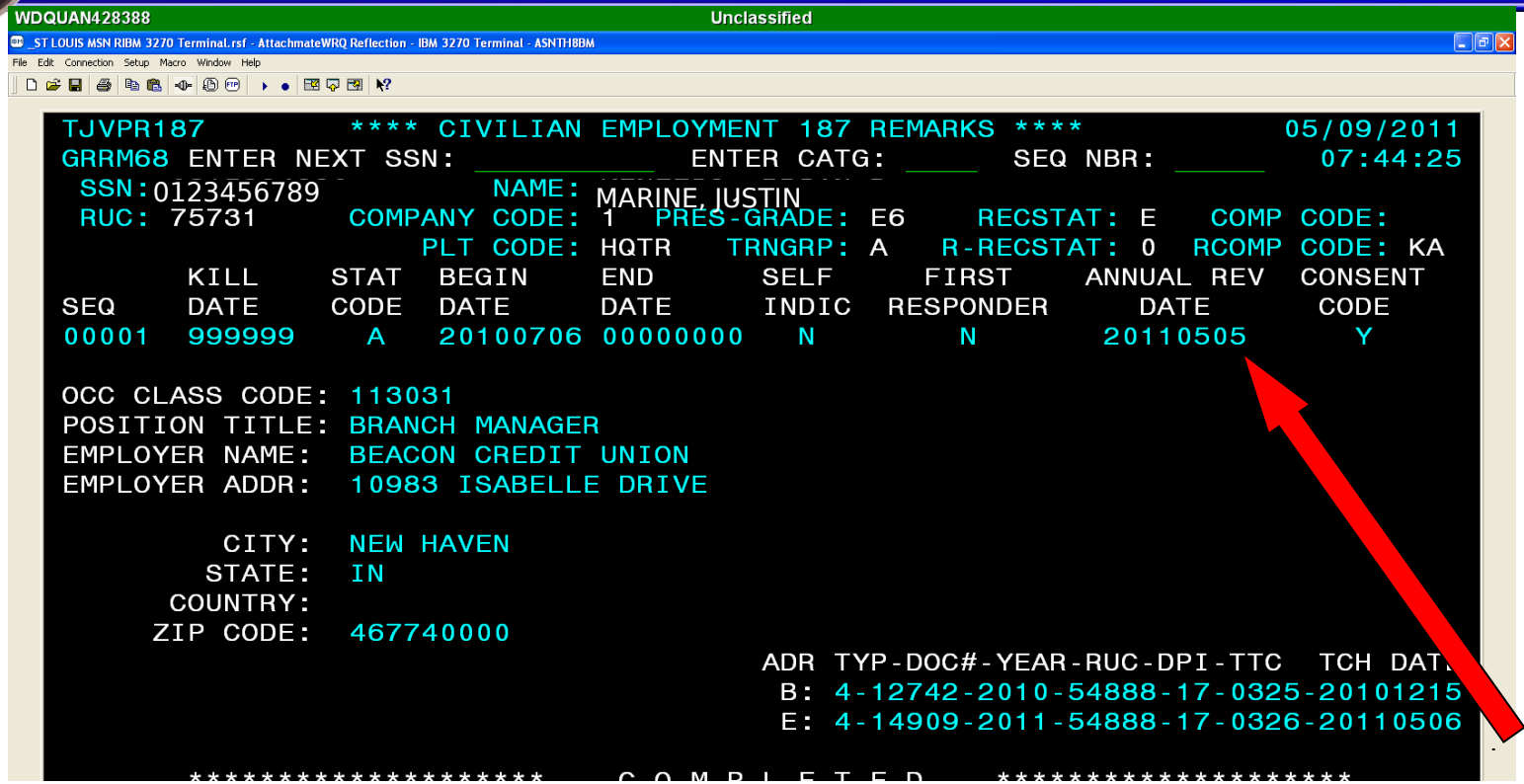


       INSTRUCTIONS:  REPLACE ### WITH A VALID REMARK NUMBER.
                      (ALL remarks have a Detail display and Hex
                      display, however, only SOME remarks will
                      have a Summary display.)
ENTER REQUESTED CATEGORY CODE: D119
                     ENTER SSN: 0123456789
         ENTER REMARK SEQ NBR: _____ (OPTIONAL)        PRINTER ID: PSNM0213
THERE ARE NO REMARKS FOR INPUT SSN.
PF1 - HELP          PF3 - EXIT TO MAIN MENU
```

Check for derogatory entries

If NJP/SPCM attach documents to RELM

Civilian Employment Information


WDQUAN428388
Unclassified
_ST LOUIS MSN RIBM 3270 Terminal.rsf - AttachmateWRQ Reflection - IBM 3270 Terminal - ASNTH8BM
File Edit Connection Setup Macro Window Help
TJVPR187 **** CIVILIAN EMPLOYMENT 187 REMARKS **** 05/09/2011
GRRM68 ENTER NEXT SSN: ENTER CATG: SEQ NBR: 07:44:25
SSN:0123456789 NAME: MARINE,JUSTIN
RUC: 75731 COMPANY CODE: 1 PRES-GRADE: E6 RECSTAT: E COMP CODE:
PLT CODE: HQTR TRNGRP: A R-RECSTAT: 0 RCOMP CODE: KA
SEQ KILL DATE STAT CODE BEGIN DATE END DATE SELF INDIC FIRST RESPONDER ANNUAL REV DATE CONSENT CODE
00001 999999 A 20100706 00000000 N N 20110505 Y
OCC CLASS CODE: 113031
POSITION TITLE: BRANCH MANAGER
EMPLOYER NAME: BEACON CREDIT UNION
EMPLOYER ADDR: 10983 ISABELLE DRIVE
CITY: NEW HAVEN
STATE: IN
COUNTRY:
ZIP CODE: 467740000
ADR TYP-DOC#-YEAR-RUC-DPI-TTC TCH DAT
B: 4-12742-2010-54888-17-0325-20101215
E: 4-14909-2011-54888-17-0326-20110506

Check for annual certification of Civilian Employment Information (CEI)

CAREER RETIREMENT CREDIT REPORT

TJHPRT07 CAREER RETIREMENT CREDIT RECORD 03/03/2010
GRRM68 ENTER NEXT SSN: _____ ENTER CATG: ____ SEQ NBR: _____ 08:16:53
SSN: 0123456789 NAME: MARINE, JUSTIN
RUC: 30002 COMPANY CODE: M PRES-GRADE: E5 RECSTAT: 0 COMP CODE: CF
PLT CODE: MRDV TRNGRP: A R-RECSTAT: F RCOMP CODE: KA

ANNV: 20100625 PEBD: 19981014 DOB: 19790911 MAND: 00000000 CERT: 201001

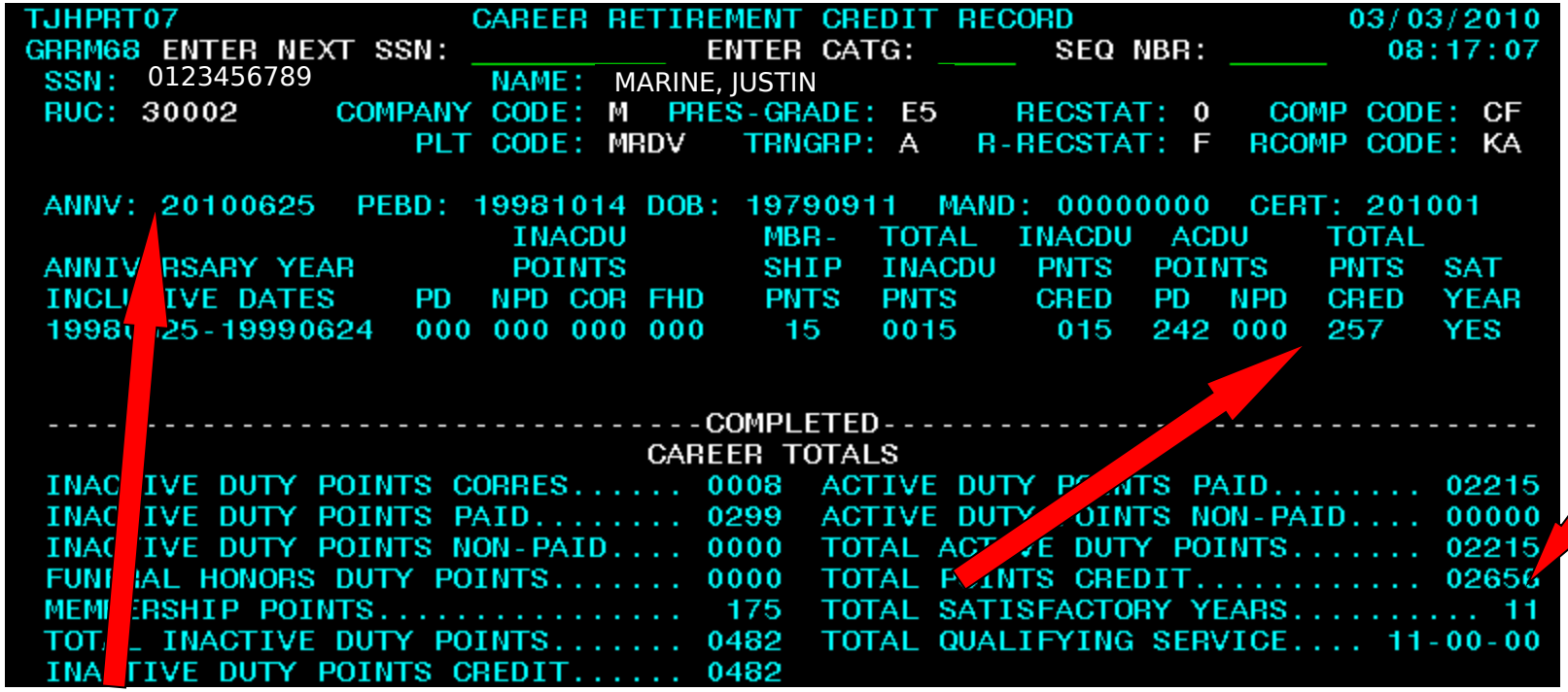
ANNIVERSARY YEAR INCLUSIVE DATES	INACDU POINTS PD	NPD	COR	FHD	MBR-SHIP PNTS	TOTAL INACDU PNTS	INACDU CRED	ACDU POINTS PD	NPD	TOTAL PNTS RED	SAT YEAR
20090625-00000000	000	000	000	000	10	0010	010	249	000	59	NO
20080625-20090624	000	000	000	000	15	0015	015	365	000	365	YES
20070625-20080624	059	000	000	000	15	0074	074	242	000	316	YES
20060625-20070624	000	000	000	000	15	0015	015	365	000	365	YES
20050625-20060624	061	000	000	000	15	0076	076	096	000	172	YES
20040625-20050624	000	000	000	000	15	0015	015	361	000	365	YES
20030625-20040624	044	000	000	000	15	0059	059	034	000	093	YES
20020625-20030624	048	000	000	000	15	0063	063	015	000	078	YES
20010625-20020624	030	000	008	000	15	0053	053	006	000	059	YES
20000625-20010624	038	000	000	000	15	0053	053	024	000	077	YES
19990625-20000624	019	000	000	000	15	0034	034	216	000	250	YES

----------CONTINUED----------

Must have a current certified CRCR (RT07). Required certified within 12 months of RELM request for retention.

Certification can be done via MOL or by printing it out the CRCR and have the Marine verify it, then sign and date it. Turn it in to IPAC to run.

CAREER RETIREMENT CREDIT REPORT



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TJHPRT07                  CAREER RETIREMENT CREDIT RECORD                  03/03/2010
GRRM68 ENTER NEXT SSN: _________  ENTER CATG: ____  SEQ NBR: _____          08:17:07
 SSN: 0123456789          NAME: MARINE, JUSTIN
 RUC: 30002      COMPANY CODE: M  PRES-GRADE: E5    RECSTAT: 0   COMP CODE: CF
                     PLT CODE: MRDV   TRNGRP: A   R-RECSTAT: F  RCOMP CODE: KA

 ANNV: 20100625  PEBD: 19981014 DOB: 19790911  MAND: 00000000  CERT: 201001
                          INACDU          MBR-  TOTAL  INACDU  ACDU     TOTAL
 ANNIVERSARY YEAR         POINTS          SHIP  INACDU  PNTS  POINTS   PNTS  SAT
 INCLUSIVE DATES     PD  NPD COR FHD     PNTS  PNTS    CRED  PD  NPD  CRED  YEAR
 19980625-19990624   000 000 000 000      15   0015     015  242 000  257   YES


 ----------------------------------COMPLETED-----------------------------------
                                  CAREER TOTALS
 INACTIVE DUTY POINTS CORRES..... 0008  ACTIVE DUTY POINTS PAID..... 02215
 INACTIVE DUTY POINTS PAID...... 0299  ACTIVE DUTY POINTS NON-PAID.... 00000
 INACTIVE DUTY POINTS NON-PAID.. 0000  TOTAL ACTIVE DUTY POINTS..... 02215
 FUNERAL HONORS DUTY POINTS..... 0000  TOTAL POINTS CREDIT..... 02650
 MEMBERSHIP POINTS.............  175  TOTAL SATISFACTORY YEARS..... 11
 TOTAL INACTIVE DUTY POINTS..... 0482  TOTAL QUALIFYING SERVICE.... 11-00-00
 INACTIVE DUTY POINTS CREDIT.... 0482
```

Service limits for Reserves are for qualifying “SATISFACTORY YEARS”

Reserves get satisfactory years with a minimum of “50” points on the “ANNIVERSARY YEAR”

CAREER RETIREMENT CREDIT REPORT

```
TJHPRT07                  CAREER RETIREMENT CREDIT RECORD                  03/03/2010
GRRM68 ENTER NEXT SSN: _________ ENTER CATG: ____ SEQ NBR: _____           08:17:07
 SSN: 0123456789          NAME: MARINE, JUSTIN
 RUC: 30002      COMPANY CODE: M  PRES-GRADE: E5    RECSTAT: 0   COMP CODE: CF
                    PLT CODE: MRDV   TRNGRP: A   R-RECSTAT: F  RCOMP CODE: KA

 ANNV: 20100625  PEBD: 19981014 DOB: 19790911  MAND: 00000000  CERT: 201001
                        INACDU        MBR-  TOTAL  INACDU  ACDU    TOTAL
 ANNIVERSARY YEAR       POINTS        SHIP  INACDU  PNTS  POINTS   PNTS  SAT
 INCLUSIVE DATES    PD  NPD COR FHD   PNTS  PNTS    CRED  PD  NPD  CRED  YEAR
 19980625-19990624  000 000 000 000    15   0015     015  242 000  257   YES


 ----------------------------------COMPLETED-----------------------------------
                                 CAREER TOTALS
 INACTIVE DUTY POINTS CORRES..... 0008  ACTIVE DUTY POINTS PAID........ 02215
 INACTIVE DUTY POINTS PAID....... 0299  ACTIVE DUTY POINTS NON-PAID.... 000 0
 INACTIVE DUTY POINTS NON-PAID.... 0000  TOTAL ACTIVE DUTY POINTS..... 022
 FUNERAL HONORS DUTY POINTS..... 0000  TOTAL POINTS CREDIT..... 0265
 MEMBERSHIP POINTS.............  175  TOTAL SATISFACTORY YEARS..... 1
 TOTAL INACTIVE DUTY POINTS..... 0482  TOTAL QUALIFYING SERVICE.... 11-00-0
```

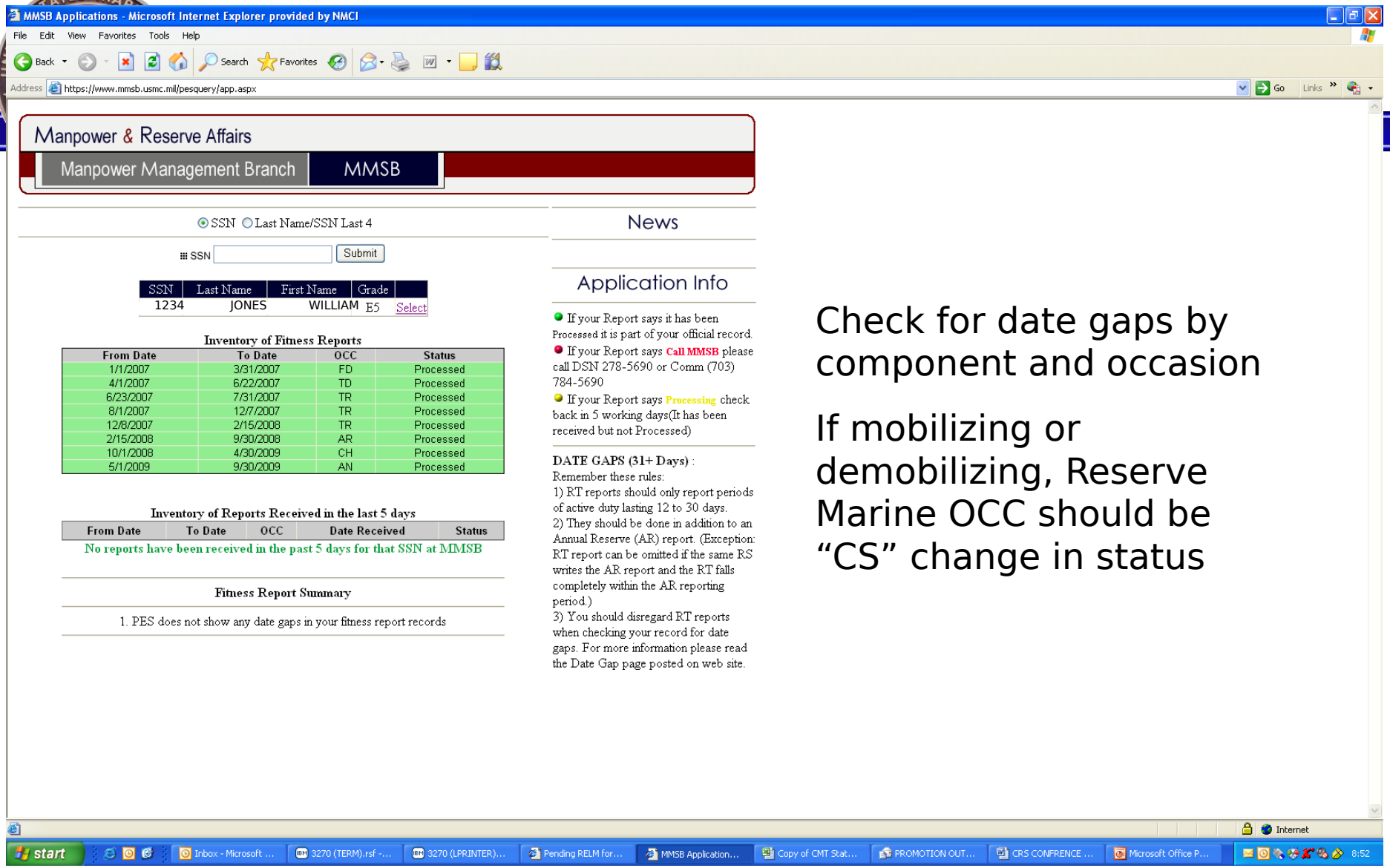
Special interest should be taken for Marines approaching sanctuary.

To determine active duty time for a Reserve, take the total “ACTIVE DUTY POINTS PAID” and divide by 365.

Reserves that want to go over 16 years of active service must request from MMFA via chain of command.

ECFC’s

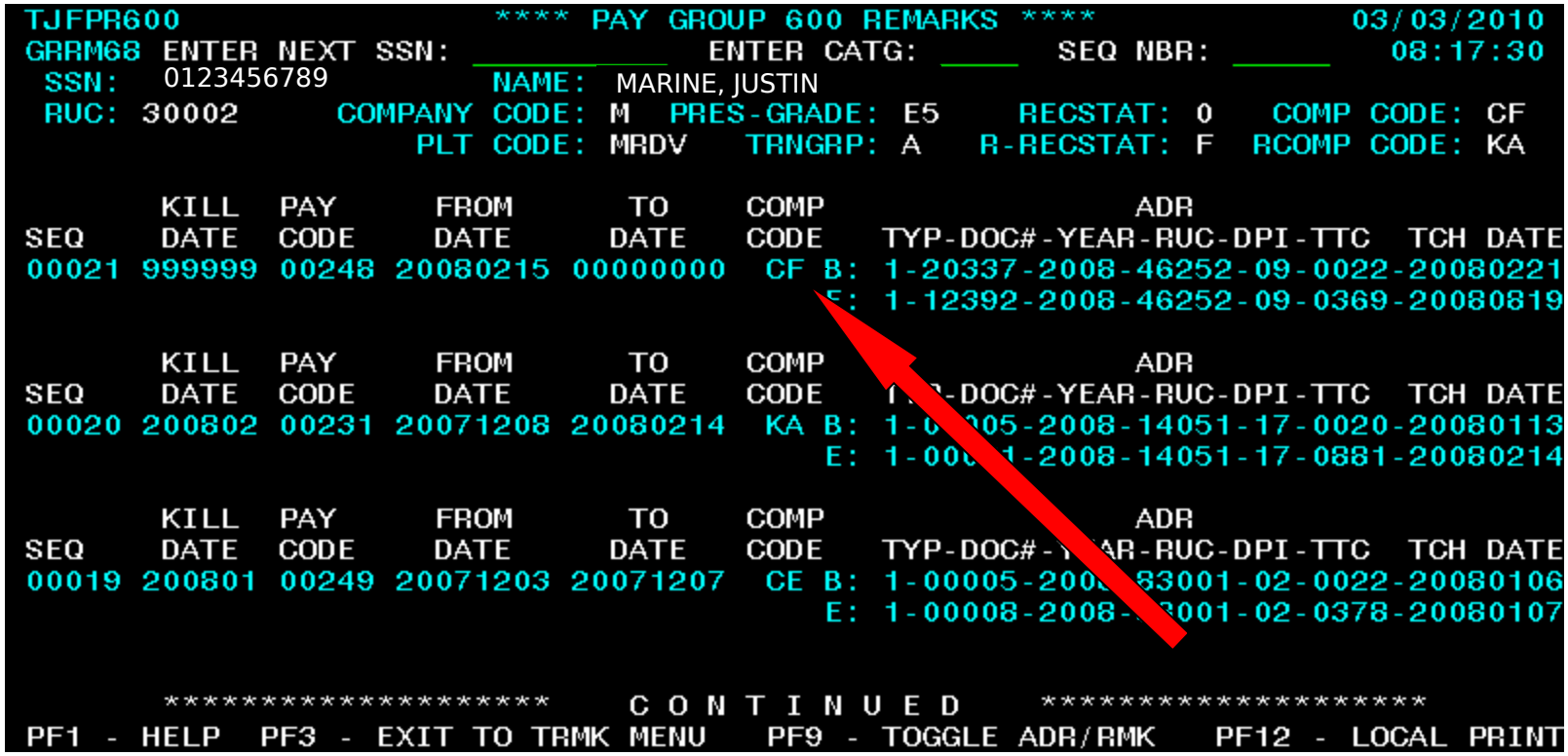
- Reserve Enlisted Service Limits
- MCO 1040R.35B
  - Sgt: 13 years of qualifying service
  - SSgt: 20 years of qualifying service
  - GySgt: 22 years of qualifying service
  - 1stSgt/MSgt: 27 years of qualifying service
  - SgtMaj/MGySgt: 30 years of total service (PEBD)
    - ***30 years applies to all Ranks***
- View screen in RT07 in MCTFS.


MMSB Applications - Microsoft Internet Explorer provided by NMCI
File Edit View Favorites Tools Help
Back Search Favorites
Address https://www.mmsb.usmc.mil/pesquery/app.aspx
Manpower & Reserve Affairs
Manpower Management Branch
MMSB
SSN Last Name/SSN Last 4
SSN
Submit
SSN Last Name First Name Grade
1234 JONES WILLIAM E5 Select
Inventory of Fitness Reports
From Date To Date OCC Status
1/1/2007 3/31/2007 FD Processed
4/1/2007 6/22/2007 TD Processed
6/23/2007 7/31/2007 TR Processed
8/1/2007 12/7/2007 TR Processed
12/8/2007 2/15/2008 TR Processed
2/15/2008 9/30/2008 AR Processed
10/1/2008 4/30/2009 CH Processed
5/1/2009 9/30/2009 AN Processed
Inventory of Reports Received in the last 5 days
From Date To Date OCC Date Received Status
No reports have been received in the past 5 days for that SSN at MMSB
Fitness Report Summary
1. PES does not show any date gaps in your fitness report records
News
Application Info
If your Report says it has been Processed it is part of your official record.
If your Report says Call MMSB please call DSN 278-5690 or Comm (703) 784-5690
If your Report says Processing check back in 5 working days(It has been received but not Processed)
DATE GAPS (31+ Days) :
Remember these rules:
1) RT reports should only report periods of active duty lasting 12 to 30 days.
2) They should be done in addition to an Annual Reserve (AR) report. (Exception: RT report can be omitted if the same RS writes the AR report and the RT falls completely within the AR reporting period.)
3) You should disregard RT reports when checking your record for date gaps. For more information please read the Date Gap page posted on web site.
start
Inbox - Microsoft ...
3270 (TERM).rsf -...
3270 (LPRINTER)...
Pending RELM for...
MMSB Application...
Copy of CMT Stat...
PROMOTION OUT...
CRS CONFRENCE ...
Microsoft Office P...
Internet
8:52

Check for date gaps by component and occasion

If mobilizing or demobilizing, Reserve Marine OCC should be “CS” change in status

PAY GROUP REMARKS


TJFPR600 **** PAY GROUP 600 REMARKS **** 03/03/2010
GRRM68 ENTER NEXT SSN: ENTER CATG: SEQ NBR: 08:17:30
SSN: 0123456789 NAME: MARINE, JUSTIN
RUC: 30002 COMPANY CODE: M PRES-GRADE: E5 RECSTAT: 0 COMP CODE: CF
PLT CODE: MRDV TRNGRP: A R-RECSTAT: F RCOMP CODE: KA
SEQ KILL DATE PAY CODE FROM DATE TO DATE COMP CODE ADR TYP-DOC#-YEAR-RUC-DPI-TTC TCH DATE
00021 999999 00248 20080215 00000000 CF B: 1-20337-2008-46252-09-0022-20080221
E: 1-12392-2008-46252-09-0369-20080819
SEQ KILL DATE PAY CODE FROM DATE TO DATE COMP CODE ADR TYP-DOC#-YEAR-RUC-DPI-TTC TCH DATE
00020 200802 00231 20071208 20080214 KA B: 1-00005-2008-14051-17-0020-20080113
E: 1-00008-2008-14051-17-0881-20080214
SEQ KILL DATE PAY CODE FROM DATE TO DATE COMP CODE ADR TYP-DOC#-YEAR-RUC-DPI-TTC TCH DATE
00019 200801 00249 20071203 20071207 CE B: 1-00005-2008-83001-02-0022-20080106
E: 1-00008-2008-83001-02-0378-20080107
CONTINUED
PF1 - HELP PF3 - EXIT TO TRMK MENU PF9 - TOGGLE ADR/RMK PF12 - LOCAL PRINT

How to verify dates and component requiring fitness report use the D600 MCTFS screen. This will be used in conjunction with MMSB website, fitness report inventory.

Reserve comp code that does not require fitness reports - K7

RESERVE COMPONENTS

- B1 thru B4 Active Reserve
- K4 Non Prior Service Obligor (NPS) (6x2)
- K9 NPS Obligor (4X4)
- KA Prior Service Non-Obligor

RESERVE COMPONENTS

- KF Individual Mobilization Augmentee
- K7 IRR Member (MobCom)
- KM Presidential Recall Authority
- CD Extended Active Duty (EAD)

SUMMARY

- Review TFRS Message R0101 Reserve Screening Check List
- Contact CMT if you have any questions.

Career Management Team

Any

Questions

?????

Contact Us!

1. **Telephone numbers:**
   a. **Toll free: 1-877-415-9275 Option 5.**
   b. **Commercial: (703) 784-9128/9129.**
   c. **DSN: 278-9128/9129**

2. **Website: http://www.manpower.usmc.mil>CMT**
   cmt@usmc.mil

3. **E-mail: cmt@usmc.mil**